



# Costa Mesa Sanitary District

*... an Independent Special District*

## AGENDA

**Jim Ferryman**

President

**Greg Woodside**

Vice President

**Art Perry**

Secretary

**Arlene Schafer**

Director

**Dan Worthington**

Director

**Public Comments.** Any member of the public may address the Board. Speakers on agenda items should identify themselves to the Clerk before the meeting so that their input can be provided at the time the item is considered. Speakers on non-agenda items will be heard under Public Comments. Pursuant to State law, the Board may not discuss or take action on non-agenda items except under special circumstances. Speakers must limit their remarks to three minutes or as decided upon by the Presiding Officer. The Presiding Officer reserves the right to declare any speaker out of order.

**In compliance with ADA,** contact Joan Revak, (949)645-8400, 48 hours prior to meeting if assistance is needed (28 CFR 35.102.35.104 ADA Title II).

## Regular Meeting – Wednesday, March 9, 2005

### RECOMMENDED ACTION

- I. **CALL TO ORDER –6:00 p.m. – 628 W. 19<sup>th</sup> Street, Costa Mesa**
- II. **PLEDGE OF ALLEGIANCE – Director Perry**
- III. **INVOCATION – Director Woodside**
- IV. **ROLL CALL**
- V. **CONSENT CALENDAR** - All matters listed under the Consent Calendar are considered to be routine and will be enacted in one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes on the motion, unless members of the Board request specific items to be removed from the Consent Calendar for discussion, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.

### **Reports**

#### **Minute Approval**

1. Recycling Committee – February 7, 2005
2. Investment Oversight Committee Meeting – February 10, 2005
3. Regular Meeting – February 10, 2005

*Protecting our community's health by providing solid waste and sewer collection services.*

*[cmsdca.gov](http://cmsdca.gov)*

**RECOMMENDED  
ACTION**

**Manager's Reports**

- |    |  |                  |
|----|--|------------------|
| 4. | Refunds  | Approve          |
| 5. | Occupancy Report and payment to Costa Mesa Disposal – March 2005     | Approve          |
| 6. | Monthly Spill Report to Regional Water Quality Control Board (RWQCB) | Receive and File |

**Engineer's Reports**

- |    |                       |                  |
|----|-----------------------|------------------|
| 7. | Project Status Report | Receive and File |
|----|-----------------------|------------------|

**Treasurer's Reports**

- |     |  |  |
|-----|--|--|
| 8.  | Financial Reports as of January 31, 2005   | Accept Report                          |
| 9.  | Treasurer's Reports as of February 28, 2005  | Accept Report                          |
| 10. | Warrant Register in the amount of \$587,308.77                                       | Approve Payments                       |
| 11. | Directors' Compensation and Reimbursement of Expenses for the Month of February 2005 | Approve Compensation & Ratify Expenses |

-----**END OF CONSENT CALENDAR**-----

**VI. WRITTEN COMMUNICATIONS**

**VII. PUBLIC COMMENTS**

**VIII. MANAGER'S REPORTS**

- |    |   |                  |
|----|---|------------------|
| A. | Standardized Trash Container Program Reports  | Consider         |
| B. | CMSD Strategic Plan   |                  |
| 1. | Year 2005 Strategic Planning Action Items   | Receive & File   |
| 2. | New District Headquarters   |                  |
| a. | Purchase of Software for Yearly Trash and Sewer Charges and Implementation Schedule | Consider         |
| b. | Open House – Thursday, March 31, 2005   | Accept Report    |
| C. | Recycling Reports   |                  |
| 1. | Waste Diversion Report – February 2005  | Receive and File |

**RECOMMENDED  
ACTION**

- |    |   |   |
|----|---|---|
| D. | Contract Payment to CR Transfer for recycling services and disposal   |   |
| 1. | Payment for February 2005 Services  | Ratify Subject to<br>Verification of Diversion<br>Report by Staff |
| E. | Recycling Committee – Tuesday, March 8, 2005 – 11:30 a.m.,<br>CMSD Board Room, 628 W. 19 <sup>th</sup> Street, Costa Mesa<br>(Directors Woodside and Perry) |   |
| 1. | Recycling Committee Goals for 2005/2006   | Implementation of Goals   |
| 2. | Classroom Recycling Projects  | Update on Schedule  |
| 3. | Public Restrooms  | Update  |
| 4. | Anything Into Oil – A Trash Disposal Alternative  | Accept Report   |
| 5. | Household Hazardous Waste (HHW)   |   |
| a. | Disposal Requirements Data  | Accept Report   |
| b. | IWMD HHW Collection Center Data – Costa Mesa  | Accept Report   |

**IX. ENGINEER'S REPORTS**

- |    |   |  |
|----|---|--|
| A. | Waste Discharge Requirements (WDR)                      |  |
| 1. | General Update  | Verbal Report from<br>Manager and Attorney |
| 2. | Grease Control Program Development                      |  |
| a. | Program Implementation by EEC                           | Update                                     |
| b. | Use of OCHCA Inspectors                                 | Update                                     |
| c. | Consideration of Charges to Food Service Establishments | Update                                     |
| B. | Cooperative Projects Grant Application to OCSD          |  |
| 1. | OCSD Cooperative Projects Contract No. 0403             | Execute Contract                           |
| C. | Report on Emergency and Non-Bid Sewer Work              | Accept Report                              |

**X. TREASURER'S REPORTS**

- |    |   |                 |
|----|---|-----------------|
| A. | Board of Directors Expense Reimbursement Ordinance No. 52 | Adopt Ordinance |
|----|---|-----------------|

**RECOMMENDED  
ACTION**

- |    |   |                  |
|----|---|------------------|
| B. | Resolution No. 2005-704, Implementing the Provisions of Section 414(h)(2) of the Internal Revenue Code (IRC) Providing that Part-Time Employees Contribute Employee Share to PERS | Adopt Resolution |
| C. | 2005/2006 Budget Calendar   | Update           |

**XI. ATTORNEY'S REPORTS**

- |    |   |                  |
|----|---|------------------|
| A. | City/District Operating Agreement   | Update           |
| B. | Ordinance No. 53, Establishing Place of Regular Meetings  | Adopt Ordinance  |
| C. | Ordinance No. 54, Amending Operations Code to Establish Personnel Rules and to Authorize Manager to Promulgate Administrative Regulations | Adopt Ordinance  |
| D. | Records Destruction Policy  | Update           |
| E. | Gifts   | Accept Report    |
| F. | Resolution No. 2005-700 Ordering that Publication of Ordinance No. 48 Has Occurred  | Adopt Resolution |
| G. | Resolution No. 2005-701 Ordering that Publication of Ordinance No. 49 Has Occurred  | Adopt Resolution |
| H. | Resolution No. 2005-702 Ordering that Publication of Ordinance No. 50 Has Occurred  | Adopt Resolution |
| I. | Resolution No. 2005-703 Ordering that Publication of Ordinance No. 51 Has Occurred  | Adopt Resolution |

**XII. LOCAL MEETINGS**

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|----|--|---------------------|
| A. | Orange County Sanitation District (OCSD)                 |                     |
| 1. | Regular Meeting – February 23, 2005 (Director Ferryman)  | Accept Report       |
| B. | Independent Special Districts of Orange County (ISDOC)   | Accept Report       |
| 1. | Quarterly Meeting – Thursday, March 31, 2005, 12:00 p.m. | Consider Attendance |
| 2. | Membership Dues for 2005-2006 in the Amount of \$50.00   | Authorize Payment   |
| C. | Local Agency Formation Commission (LAFCO)                | Accept Report       |
| D. | California Special Districts Association (CSDA)          | Accept Report       |

**RECOMMENDED  
ACTION**

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|----|---|---|
| E. | California Association of Sanitation Agenices (CASA)                                    |   |
| 1. | 2005 Spring Conference – April 28-30, 2005, Napa Valley Marriott                        | Consider Attendance                     |
| F. | Chamber of Commerce Membership Investment for 4/1/05 – 4/1/06<br>In the amount of \$400 | Authorize Payment                       |
| G. | Meetings of: Costa Mesa City Council<br>OCCOG<br>WACO<br>Chamber of Commerce            | Report on Matters<br>Pertaining to CMSD |

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

**XV. ORAL COMMUNICATIONS AND DIRECTOR COMMENTS**

**XVI. ADJOURNMENT**